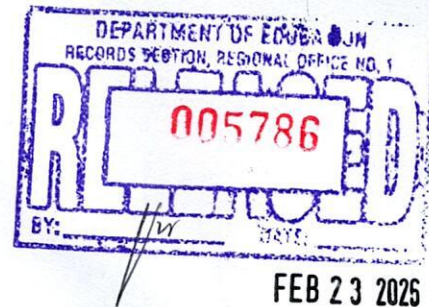




Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM
 No. 243, s. 2026

**DEADLINE EXTENSION FOR THE SUBMISSION OF THE POSITION
 ALLOCATION LIST (PAL)**

To: All Schools Division Superintendents
 All Others Concerned

1. This is in reference to the attached ADVISORY dated February 20, 2026 from Usec. Wilfredo E. Cabral, Undersecretary for Human Resource and Organizational Development, Department of Education relative to the abovementioned subject.

2. It is in line with this, kindly be guided on the revised schedule of deadline of submission of the Position Allocation List for the reclassification and retitling of guidance counselor and coordinator positions, as stated hereunder:

Governance Level	New Deadline
Schools Division Office (SDO)	February 27, 2026

3. Such extension of deadline is due to the pending release of the Frequently Asked Questions (FAQs) and to give ample time for SDOs for their validation and evaluation on the reclassification and retitling of these existing guidance counselor and coordinator positions.

4. For information, guidance and strict compliance.

For the Regional Director:

[Signature]
ATTY. RHEA JOY L. CARBONELL
 Chief Administrative Officer
 Administrative Division

Encl.: As Stated
 Reference: None
 To be indicated in the Perpetual Index
 Under the following subjects:

POSITIONS REPORTS TEACHERS TIMELINE

ADS/PS/hfa/RM_ExtensionofPALSubmission

February 23, 2026



Flores St., Catbangan, City of San Fernando, La Union
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 DepEd Region I region1@deped.gov.ph
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Effectivity	11.18.2024	Page	1 of 1



PS
 Ma'am J. for your
 action
 Ms. Hermie

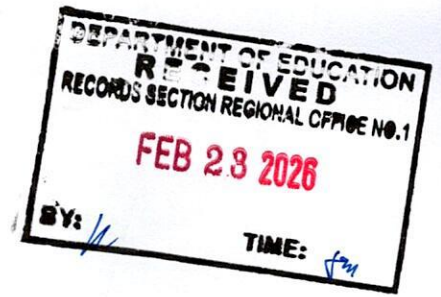


Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE



ADVISORY

February 20, 2026

DEADLINE EXTENSION FOR THE SUBMISSION OF THE POSITION ALLOCATION LIST (PAL)

In line with **DM-OUHROD-2026-0135** dated 22 January 2026, titled “*Conversion and Reclassification of Existing Guidance Counselor and Guidance Coordinator Positions Pursuant to RA 12080,*” please be informed that the deadline for the submission of the Position Allocation List (PAL) has been extended.

For your reference, please be guided by the revised schedule of deadlines indicated below:

Governance Level	New Deadline
Schools Division Office (SDO)	February 27, 2026
Regional Officer (RO)	March 6, 2026

This extension is granted in view of the pending release of the Frequently Asked Questions (FAQs) and to provide ROs and SDOs sufficient time in the ongoing validation and evaluation activities related to the reclassification and retitling of existing Guidance Counselors and Guidance Coordinators to appropriate School Counselor and School Counselor Associate positions under Republic Act No. 12080.

For clarifications and concerns, you may coordinate with **Mr. Jeric Francis C. Llanto** or **Ms. Asmen C Halog** through this landline number **(02) 8633-5375** or email at bhrod.oed@deped.gov.ph.

For your information and appropriate action.



WILFREDO E. CABRAL

Undersecretary

Human Resource and Organizational Development and Infrastructure



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